

LAND RECORDS COMMITTEE MEETING

April 12, 2006

Oneida County Courthouse  
Committee Room #2 –Second Floor  
Rhinelander, Wisconsin 54501  
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Committee Members

David O'Melia, Chairman  
Gary Baier, Vice-Chairman

Frank Greb  
Peter Wolk  
Jim Sharon

**Call to Order.**

Chairman O'Melia called meeting to order in accordance with the Open Meeting Law at 9:02 a.m., noting that the meeting notice had been properly posted and that the building and meeting room are handicap accessible. Committee member Greb was excused, all other committee members were present. Staff members present were Romportl and Leighton.

**Approve Agenda/Minutes.**

Motion/Baier/Sharon approving today's Land Records Committee agenda. All Ayes

Motion/Sharon/Baier approving the minutes of March 8, 2006. All Ayes.

**Discuss/Act/Report on staff member's attendance at land-related meetings/seminars.**

Romportl reported that there were no meetings/seminars since the last Land Records Meeting. There will be a Real Property Listers meeting in Door County on May 12<sup>th</sup> that staff will attend.

**Discuss/Act/Update on Aerial Photography Project.**

Romportl stated that the updated aerials were scheduled to arrive on March 15<sup>th</sup>. They came in three weeks later because they did additional work on matching up roads. LIO is in the process of reviewing them and they look real good. May 15<sup>th</sup> we should have the next deliverable. He hopes to have the photos out on the Internet in June if the server can handle the file size. Update only, no action taken.

**Discuss/Act/Update on Parcel Mapping Project and Contract.**

Romportl indicated that at the last meeting the committee approved the parcel mapping project contract with SEH and it has been approved by corporation Counsel. Romportl gave the contract to O'Melia for his signature.

**Discuss/Act/Update on Wireless 911 project.**

Romportl informed the committee members that a resolution from the Law Enforcement Committee for the Wireless 911 project would be presented to the County Board next week. LIO is working with ITS, the Sheriff's Department and Emergency Management. There are land records monies involved in the project as well as grant monies for both land records and Sheriff that will be received from the public service commission. Implementation is expected to take place over the next 6 months with some items taking longer.

**Discuss/Act on 2006 Public Land Survey corners Global Positioning System (GPS) survey.**

Romportl reported that work would concentrate on the southeast and northwest areas of the county. He informed the committee that there are three surveyors in the area that are able to help out with this. Romportl recommended to keep the fee schedule the same as last year.

Motion/Wolk/Sharon to authorize work orders with area surveyors and use the same fee schedule from last year. All Ayes.

**Discuss/Act on Register of Deeds Deputy I position vacancy.**

Leighton informed the committee that as of April 28<sup>th</sup>, Carol Dahl would be retiring. He explained what the position does, the need for the position and requested committee approval to start the process of filling the position.

Motion/O'Melia/Wolk to fill the Register of Deeds Deputy I position and request approval from the LRES Committee. All Ayes.

**Discuss/Act conversion of Register of Deeds microfilm records to digital images.**

Leighton showed the committee one of his approximately 100 bound books that have recorded documents. He explained that in order to convert these documents to digital images his staff has to lift these heavy books up onto the copier make a reduced copy and then scan the copy. He is also concerned with the safety of his staff retrieving these heavy books. Leighton indicated Integrated Imaging, Inc a company that they have worked with in the past for microfilming could take the existing microfilm of these bound books and convert them into digital images for approximately \$20,000.00. He felt that this was the best way to get these books converted. He also indicated that eventually the books would need to be rebound to get them back to their original shape.

Motion/Wolk/Sharon to authorize the scanning of these historical documents from microfilm to digital images. All ayes.

**Review/Act on monthly bills, line item transfers, purchase orders, budget surveys and compensatory time reports: a. Real Property b. Register of Deeds c. Land Information**

Motion/Wolk/Baier approving bills and expense vouchers as presented for payment by the Land Information Office. All voted aye.

Motion/O'Melia/Wolk approving bills and expense vouchers as presented for payment by the Register of Deeds Office. All voted aye.

Romportl informed the committee that at the close of 2005, approximately \$2000 was given back to the general fund from Land Records and \$3,000 from Real Property Listing. Romportl provided copies of the project lists of for the Land Records budget to the committee for their review. He briefly discussed each project and budget.

**Public Comment/Communications.**

Romportl and Leighton thanked everyone for their committee work and support of our program the last 2 years and hoped to welcome everyone back.

**Discuss/Act on date of next meeting.**

The next monthly meeting will be held on Wednesday, May 10, 2006 at 9:00 a.m.

**Items to be included on next agenda:**

Normal agenda items as well as updates on parcel mapping and aerial photography projects.

**Tour of Land Information Office.**

The committee members declined the tour as they had already seen the remodeled office.

**Adjourn:** Motion/Baier/Wolk to adjourn the meeting at 9:47 a.m. All voted aye.

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David O'Melia  
Chairperson

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Michael J. Romportl  
Staff Chairperson